



## Department of Public Safety and Correctional Services

### Police and Correctional Training Commissions

3085 HERNWOOD ROAD • WOODSTOCK, MARYLAND 21163-1099 • www.pctc.state.md.us  
(410) 750-6500 • FAX (410) 203-1010 • V/TTY (800) 735-2258 • E-MAIL: mailbox@mpctc.net

STATE OF MARYLAND

ROBERT L. EHRLICH, JR.  
GOVERNOR

MICHAEL S. STEELE  
LT. GOVERNOR

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MARY L. LIVERS, Ph.D.  
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COL. THOMAS E. "TIM" HUTCHINS  
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PATRICK L. BRADLEY  
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EDUCATION AND TRAINING

RAYMOND A. FRANKLIN  
ASSISTANT DIRECTOR  
SUPPORT SERVICES

FRANCIS L. MANEAR  
ASSISTANT DIRECTOR  
ADMINISTRATIVE SERVICES

February 5, 2004

The Honorable James E. DeGrange, Sr.  
Chair  
Subcommittee on Public Safety, Transportation and  
Environment  
James Senate Office Building, Room 120  
110 College Avenue  
Annapolis, Maryland 21401-1991

RE: Response to Legislative Analyst's Requests – Police and  
Correctional Training Commissions' FY 2005 Budget Request

Dear Senator DeGrange:

In the presentation of the analysis of the Police and Correctional Training Commissions' FY 2005 Operating Budget, the Analyst recommended that the Commissions be prepared to discuss the impact of the Governor's allowance on operations. Our response is as follows:

#### • Training Productivity and Costs

The figures for both correctional personnel training and police training are actually reflected in "trainee days". This is a calculation of the number of attending students multiplied by the number of days of training in all of the programs for the category. In this calculation, any significant drop in the number of attending students, particularly in the longer recruit-level programs, has a major impact on the "trainee days" figure.

The drop in the number of correctional and police students is a consequence of the economy. Agencies are carrying vacancies due to reduced budgets. Even critical training courses for incumbent officers are strictly scrutinized for costs. In some cases classes have been cancelled for low admissions. Other courses, particularly those required by regulation, must be conducted despite low attendance.

The cost-per-student figure should be reduced in future years as (1) the economy allows/critical need requires relevant training, and (2) the Agency exercises more discrimination as to the selection, design and scheduling of courses to maximize attendance. The latter component will be immensely supported by the Public Safety Education and Training Center.

● **Public Safety Education and Training Center**

There have been three environmental conditions that together are almost entirely responsible for the delayed opening of the Public Safety Education and Training Center. Despite best efforts to identify and avoid rock in the construction site, a significant amount of rock material was located in the center of the planned new construction. Removal was expedited but nevertheless was a distraction from the construction schedule. The extremely snowy winter and wet spring of 2003 resulted in lengthy periods when little or no exterior construction work could be done. It was determined a delayed completion date was more fiscally prudent than the cost of accelerating work to make up for the lost time. A variety of unforeseen field conditions, not uncommon in historic restoration projects, have resulted in change orders requiring additional construction time.

● **Fund Deficiency**

As the doors of the Center have not yet opened, our operating expenses, as well as reimbursements and revenues are based on preliminary estimates. The Commissions are in the process of developing out-year additional expenditure requirements and evaluating revenue resources to meet these requirements, such as public safety and educational grants, secondary revenue producing training activities, increase in court fees and/or increase in general fund appropriations.

● **Increase in Turnover Expectancy**

The Commissions disagree with the recommended general fund reduction. The following chart delineates the Commissions' FY 2005 budgeted turnover by fund:

	<b>FY 2005 ALLOW</b>	<b>GENERAL FUNDS</b>	<b>SPECIAL FUNDS</b>	<b>REIMB FUNDS</b>
# Authorized Positions	64.0	18.4	43.6	2.0
Salaries and Fringe	3,631,700	927,060	2,567,554	137,086
Turnover Expectancy	(43,230)	(92,737)	58,149	(8,642)
Budgeted Turnover Rate	-1.2%	-10.0%	2.3%	-6.3%

Page 3  
The Honorable Senator DeGrange

The recommended general fund reduction, would increase the budgeted turnover rate on general fund positions to 23.6%. However, the same reduction in special funds would increase the budgeted turnover rate on special fund positions to 2.6%. Therefore, the Commissions would not oppose a similar reduction in special funds.

I trust that the information provided is responsive to your issues and concerns. Should there be any other questions, I am available at your convenience.

Sincerely,

Patrick L. Bradley  
Acting Executive Director

c: Mary Ann Saar, Secretary  
Mary L. Livers, Ph.D., Deputy Secretary for Operations, DPSCS  
G. Lawrence Franklin, Deputy Secretary for Administration, DPSCS  
Rhea Harris, Director of Legislative Affairs, DPSCS  
Diane Lucas, Budget Analyst, DBM  
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Susan D. Dooley, Director of Financial Services



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February 5, 2004

The Honorable Joan Cadden  
Chair  
Subcommittee on Public Safety and Administration  
213 Lowe House Office Building  
Annapolis, Maryland 21401-1991

RE: Response to Legislative Analyst's Requests – Police and  
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#### ● Training Productivity and Costs

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The drop in the number of correctional and police students is a consequence of the economy. Agencies are carrying vacancies due to reduced budgets. Even critical training courses for incumbent officers are strictly scrutinized for costs. In some cases classes have been cancelled for low admissions. Other courses, particularly those required by regulation, must be conducted despite low attendance.

The cost-per-student figure should be reduced in future years as (1) the economy allows/critical need requires relevant training, and (2) the Agency exercises more discrimination as to the selection, design and scheduling of courses to maximize attendance. The latter component will be immensely supported by the Public Safety Education and Training Center.

● **Public Safety Education and Training Center**

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The Honorable Delegate Joan Cadden

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February 10, 2004

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